

CROSBY RAVENSWORTH C of E (Aided) SCHOOL BOARD OF GOVERNORS

Crosby Ravensworth, Penrith, Cumbria, CA10 3JJ

School telephone: 01931 715265

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FULL GOVERNING BODY MEETING 1530 hours, 4 June 2019, Crosby Ravensworth School

M I N U T E S

PRESENT:	Linda White	Foundation Governor	(Chair)	LW
	Tom Cripps	Associate Governor		TC
	Neil Hughes	Local Authority Governor		NH
	Debbie McCall	Foundation Governor		DMcC
	Susan Pattinson	Staff Governor		SP
	Duncan Priestley	Staff Governor, ex officio	(Headteacher)	DP
	Marie-Louisa Raeburn	Parent Governor		MLR
	Sarah Rogers	Foundation Governor (shortly after start of meeting)		SR
	John Walton	Associate Governor		JW
	Alan Woodward	Foundation Governor		AW

OTHERS ATTENDING:

Neil McCall	Data Protection Officer (for part of meeting)	NMcC
Chloe Randall	Clerk to the Governors	CR

APOLOGIES:

Rev Stewart Fyfe	Foundation Governor, ex officio	SF
Liz Lindwall	Foundation Governor (Vice Chair)	LL

1 PRAYERS

LW welcomed everyone to the meeting, and asked DMcC to offer a prayer in the absence of SF.

"Let us pray, Lord: thank you for our community and family life. Thank you for our school and its own internal community. Help us to serve the school as best we can; help us to keep our discussions open-minded and fruitful, so that we can serve the school even better. Amen."

GUEST ITEM:

LW then asked NMCC to update the board on progress with the school's Data Protection Policy and the Freedom of Information Policy.

Freedom of Information Policy: NMCC explained that in 2000, the Freedom of Information Act was brought in to make public bodies such as schools accountable and not secretive. It does not cover personal information, but items such as the cost of electricity used - and there had probably been little cause to look at this policy in the intervening years. The school's policy had been reviewed in 2015, and is now due to be looked at again. NMCC said he was not expecting to find any need for change, but would look at other examples to check if it is still relevant. Hopefully he would be able to review the policy in time for the next board meeting.

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Data Protection Policy: NMCC explained that this policy needed re-writing as a result of the General Data Protection Regulations 2018. He had been able to download a template policy from Kym Allen; and populated it with the school's Information Commissioner's Office registration number and updated our details. NMCC has been able to take out some items we do not have, such as Closed Circuit Television and other items which relate more to secondary schools. For other areas, NMCC will need to speak with the school's IT manager regarding matters such as password protection and the data disposal policy - which will probably need to be an appendix to the main policy. Some of our existing forms need checking for compliance - eg, consent forms. One big thing to be looked at is the school's privacy notices which explain how we handle pupil, staff and governor data. NMCC said when he had all the information he needed, he would circulate the updated policy for ratification by the governors in the Autumn term. He hoped to be able to send the papers to DP before the end of the Summer term, and with DP's approval, to the Clerk for circulation to the Governors.

LW asked if NMCC had spoken to David Nattrass, School Business Manager, to see if there was any common ground with Morland School. NMCC said no, he had started the work himself as the Kym Allen template was a standard pro forma.

SP commented that the IT Manager would be in school in the coming week, and NMCC noted this and said he hoped to catch him then.

LW thanked NMCC very much for his hard work to date, and thanked him for taking the time to come in to explain matters to the Governors. She said these are matters where the board has limited understanding, and we are therefore extremely grateful for expert guidance.

ACTION:	NMCC to produce reviewed policies for discussion with DP, and then circulation to the Governors for ratification - hopefully papers to be produced by end of Summer term	NMCC	
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2 PROCEDURAL MATTERS

2.1 APOLOGIES had been received from:

- Stewart Fyfe (unavailable due to Diocesan business, which had been known at the time the meeting was fixed but this was the date which most governors could make)
 - Sarah Rogers' late arrival (who had had to arrange child care at short notice due to a change in her husband's shift pattern)
- and were accepted as unavoidable absences.

A further apology was later received from Liz Lindwall, who had intended to attend the meeting but had not noticed the bringing forward of the start time to 1530 hours. Attempts were made to contact Liz during the meeting, but the mobile signals in both Crosby and Rosgill were too poor for the message to get through.

2.2 MINUTES OF THE LAST MEETING:

The minutes of the meeting on the 30 January 2019 were ratified by the board as being an accurate record of the meeting.

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ACTION:	Clerk to publish the January 2019 minutes to the website	CR	<i>Done, 30/6/2019</i>
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2.3 DECLARATIONS OF INTEREST:

All governors present verbally confirmed that they had no amendments to make to the Declarations of Interested signed in September 2018. NH confirmed that he no longer held a seat on the Diocesan Board, so there was no conflict of interest there. (Note: at the time of the meeting, new governors were in the process of completing their written declarations of interest.)

2.4 MATTERS ARISING NOT COVERED ELSEWHERE: none.**2.5 COMMITTEE REPORTS****2.5.1 PUPIL PROGRESS COMMITTEE, 14 May 2019:**

2.5.1.1 AW said that the committee had had a very useful meeting; that the minutes had been circulated and invited any questions. A few issues were noted about a couple of pupils whose progress had not been as good as hoped: both cases are being followed up, and the committee and staff are fully aware.

2.5.1.2 Two Special Educational Needs and Disability pupils now have Individual Educational Plans, which are being carefully monitored.

2.5.1.3 DMCC asked DP how the Statutory Assessment Tests had gone. DP said Years 6 and 2 were sitting them. Year 6's tests were now complete with the results due in July - and the school was hoping for 100% in Reading, Writing and Mathematics. Year 2 was more difficult - a cohort of six. Two pupils may pass; one is doubtful; the other pupils are from other schools/countries and may have difficulty. DMCC asked if these pupils were making good progress this year, and was assured that they were. AW took special care to thank DP for going out to one child's home to invigilate the tests there, as the child suffers from anxiety issues. NH asked if the struggling child was achieving in other areas, and again, DP was able to confirm that this was the case. NH said he was concerned that if a child was failing, they should feel confident over something they can do. DP explained that at this age they were not set up for success or failure, but were simply "doing quizzes." DP also pointed out that the Ofsted framework is looking for a broad and balanced approach, which was something already at the heart of the school's ethos.

2.5.1.4 LW asked about Pupil Premium, and AW responded that the Pupil Premium pupils were doing very well, and another child had become eligible. It was noted that the Pupil Premium finance comes in after the event. AW confirmed that all Pupil Premium spending was discussed at the committee, and that everything done so far has gone very well. Funding is not necessarily spent on academic issues, as it could equally validly be used to address social interaction issues. DP commented that measurable results also needed to be sought. LW **challenged** DP as to whether the use of Pupil Premium funding was constantly reviewed, and he confirmed that not only was it a standing item at the Pupil Progress Committee, but was also regularly updated on the school website.

2.5.1.5 Policies for which Pupil Progress Committee is responsible:

.1 Collective Worship - due to be revised at next staff meeting

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- .2 British Values - to be considered as ratified by the board if no comments have been received by one week after the date of the meeting
- .3 Religious Education Policy not yet due for renewal. SP looked over it and it is still fit for purpose until renewal date

2.5.2 RESOURCES COMMITTEE, 15 May 2019:

2.5.2.1 LW thanked everyone for responding about the circulated budget, and confirmed that it had been signed and submitted in due time. She said there were a number of things to consider:

- David Nattrass (school business manager) comments that it is worth the board bearing in mind that DP is under pressure as a full-time Headteacher and Class Teacher. The cost of DP having half a day non-contact time per week is £3,600 per year. There is not a lot of slack in the budget, but this is something the board ought to bear in mind. This term there is some support from the fact there are student teachers in the school, but some thought should perhaps be given to a future where this might not be the case. NH asked why the cost was so high, and it was explained that this was the cost of a supply teacher for half a day per week. DP currently teaches 70% of the time, and although others in similar positions may do 80% to 90%, this is not ideal. DP said that whilst he loved his class contact time, he could not help but be aware that on a Headteacher's salary, it made him a very expensive teacher - and he was also conscious of the fact that he needs to be able to give sufficient time to the leadership of the school. DMCC commented that it was ironic that if better management could attract more children to the school, the funds would be there for the Headteacher to devote more time to the management of the school... AW commented that in the Autumn term the board would know what the school roll was and whether there was any capacity for creating more management time
- it was also drawn to the board's attention that David Nattrass has indicated his intention to resign next year. LW pointed out that since the resignation of John Paul Turnbull (former chair of Resources Committee, an accountant), the board has leant heavily on David Nattrass' expertise for guidance. Pauline Cleasby (the office administrator) is developing extremely well, but as yet lacks experience in educational finance. LW again emphasised that more specialist knowledge was needed on the Resources Committee and asked everyone to think of anything that might attract the relevant skills. The School Financial Value Statement requires a statement of where our knowledge is coming from. (In response to a query from NH, LW explained that this statement was an annual declaration that the school had access to the appropriate skills it needed for financial governance.) As far as David Nattrass' resignation was concerned, TC asked what the relationship was between the School Business Manager and the Council's Finance Officer? DP said there is support from the Council with reconciliations, etc. JW asked if it is actually an accountant that is needed, or simply someone who can understand the accounts? DP said it was a luxury to have an accountant, and AW wondered if every school had an accountant? DP commented that thanks to LW's recruitment efforts, we now have a good number of Governors who should be able to interpret figures. LW said that although she had business experience, she found it difficult to relate to educational budgeting
- LW said that she had asked TC if he would consider chairing the Resource Committee, and although willing to consider it, he did not feel he could take on the role without a professional minute taker - something that we do not have the capacity for either within the Clerk's time or from amongst the other Governors. TC said that he did not feel it appropriate for Governors to do clerical work, and that it sent out the wrong message.

2.5.2.2 Policies for which Resources Committee is responsible:

- .1 Statement of Behaviour Principles: parents were consulted via the Friday bulletin, and no replies or comments received - adopted
- .2 Supporting Children with Medical Needs - IHCP completed for MK
- .3 Freedom of Information Policy - see guest item from NMCC, Data Protection officer
- .4 Data Protection Policy - see guest item from NMCC, Data Protection officer
- .5 Staff Code of Conduct - Kym Allen template agreed, with the caveat that names of role-bearers to be shown on front of document only
- .6 Governor Allowances Policy - currently under review by office staff

3 MAIN BUSINESS

3.1 HEADTEACHER'S REPORT:

DP commented that the most important thing to be abreast of prior to the meeting is the Headteacher's report, as it covers everything. Key points discussed are:

- **Attendance figures** have been "poor" because of one pupil suffering extreme anxiety who has switched schools to CRPS in an attempt to improve attendance. This is backed with a doctor's note. That child has now been back at school for three consecutive weeks, a great achievement which will hopefully continue improving. DMCC commented that this was largely due to the way DP has handled the situation, and DP himself commented that it was a case he had never come across before - genuine phobia - and it is a success story as the school is helping to turn the situation around. AW queried the school's actions, and DP explained that "team around the family" meetings were helping the pupil's transition
- **Number on roll** DP reported that when the report had been written, one child had not been confirmed as coming - and had now decided not to
- **Friends of the school** have been very active and there was now enough room outside for the entire school to have lunch outdoors. SR **challenged** DP that planning permission for the bandstand had in fact NOT been approved, and DP explained that they had been given every indication that approval would be forthcoming
- **Student teachers:** LW **challenged** the school to demonstrate that the student teachers were developing well, and SP said yes, they were. Although it was 50/50 benefit/extra time, she felt it was valuable on both sides. Although she could not leave the class herself, she would play the role of Teaching Assistant to allow the student teacher to gain experience. The situation with DP's student was different as she was on her final TP and capable of taking the class without support. DP commented that in a small school with a small staff, it was always good for the children to see new faces, plus it also benefited the school financially
- **School website:** TC **challenged** DP as to whether the school website was actually up to date. DP said the school part had been updated in April. TC queried whether the governor pages were up to date, as in several places he had seen nothing beyond 2018. The Clerk said that the Governor pages were her responsibility entirely and that some areas may not yet have been updated. One particular page mentioned was the minutes of Governor meetings - the January 2019 meeting had not yet been uploaded as the minutes had only been ratified earlier that evening
- **Pupil Progress:** the blank entry against Pupil 25 was **challenged** and DP explained that this was the pupil with anxiety issues who had only arrived in January - and DP

had never actually taught him so had no data to enter. JW commented that boys traditionally used to lag behind girls, but that did not seem to be the case here. DP said they mixed well in the school and the playground, and NH felt this was a great credit to the school

- **Broadband:** LW asked about the broadband speed now being achieved, and DP said it was at least eight times what it had previously been. SP commented that coincidentally it had been a bad day today, but had been sorted quickly by the school's IT manager. JW asked if the school owned all the equipment, and DP confirmed that it did.
- **Reading:** LW asked if it was of real use to have people coming in to hear the pupils read? DP said it was massively useful, especially for Class 2 where hearing the children read was of necessity of a lower priority, so it was really, really important. SR commented that when she used to volunteer she often saw a real progression in the children. LW wondered if volunteers could help with anything else? DP said it was always useful to have a list of volunteers, but it was important to ensure that volunteering directly helps with what the school needs to do
- **Wasp nest:** DP said that the officer attending to remove the nest had remarked that it was the second biggest he had seen in twenty years of pest control – it contained tens of thousands of wasps
- **Energy consumption:** with the SALIX project no longer being feasible, SR said it was time to get back to Plan B and find someone local to look at the school's energy consumption, and suggested Stewart Ecclestone. JW said someone should be found who would do the investigation for nothing, and that it was important that the payback period should be known if there is a need to replace inefficient heaters. TC commented that the more children the school had, the less energy was needed....

3.2&3 Self Evaluation Form and School Development Plan: LW **challenged** DP over the current status of these documents. DP explained that he was working on a new *pro forma* which reflected the change in Ofsted criteria which comes into effect in September. He was currently moving data from the old format to the new, and that the papers were available as 'living documents' in the secure area of the Governors pages on the website. DMCC commented that she liked the way DP was using Ofsted criteria as headlines and explaining how the school was meeting them. DP said he hoped the documents would be fleshed out over the next few weeks and that they should be complete by the end of term. LW commented that that meant there would be plenty of time for everyone to look at them before the next meeting. TC asked if DP would like Governors to monitor and comment, and DP confirmed that he would appreciate that - also that Governors should question anything they did not understand. NH asked if the documents were updated regularly, and DP confirmed that they were - they had to be, as they were living documents. JW asked if the areas were prioritised, and DP said they were not, as the priorities were constantly changing. DMCC commented that it would probably not be helpful, and that it was more important to be aware of the whole contents.

ACTIONS:	Governors to look at the Self Evaluation form and the School Development Plan in the Governors' Secure Area of the website prior to the next meeting	All	
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3.4 MONITORING AND EVALUATION VISITS: LL had reported that her Religious Education visit had been completed, and her record sheet updated that afternoon. It was agreed that JW would take over English (including Reading) from SR. AW explained that he was currently

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travelling a lot, and would have difficulty fitting in a visit. NH asked who he should contact for his Geography visit, and was advised to contact the school to find a day when both classes are doing this subject so that he could sit in, and then discuss with the teachers. TC said he would be happy to undertake a visit as long as he was not expected to know anything about the subject beforehand. SP suggested that he should take on Design and Technology this term.

GOVERNOR VISITS		
Subject	Governor	
English (including Reading)	John Walton	SUMMER 2019
Religious Education	Liz Lindwall	Completed Spring 2019
Computing	Debbie McCall	Completed Autumn 2018
Science	Alan Woodward	
Music	Alan Woodward	
Geography	Neil Hughes	SUMMER 2019
History	Stewart Fyfe	SPRING 2019
Languages	Marie-Louise Raeburn	AUTUMN 2018 - report to follow
Physical education	Linda White	SUMMER 2019
Maths	Debbie McCall	SUMMER 2019 (Completed, 3 July 2019)
Art and Design	To be allocated	
Design and Technology	Tom Cripps	SUMMER 2019 (subsequently deferred to Autumn 2019 on DP's advice)

3.5 POLICIES PREPARED BY THE HEAD TEACHER FOR REVIEW: the following policy was discussed as follows:

- Offsite Visits Policy - ratified

3.6 STAFF WELFARE: LW asked the two staff present how staff were generally feeling. DP said he thought it probably was not appropriate for him to respond to this question. SP said that the Summer term is always the busiest and most stressful with assessments, sports, trips, and moderation in Key Stage 1. She said that if she was honest, she had been a bit anxious about the whole nursery situation at the end of the first year, as not everything was in place. She and the staff had approached DP who gave them some time to talk about it, and visit other schools. The visits had been of some use as they provided a platform for discussion with other professionals; however, as the other schools had slightly different set-ups the benefit was limited. However, one year on, the staff felt that they now have a very good system. They also have some very good training taking place in a couple of weeks time. DP commented that they were currently being bombarded with a lot of information on 'mindfulness'. NH said he thought that this was just a method of assessing developing mental health issues, and was not the only way - possibly it was being over-emphasised. TC asked if there was an objective way of assessing welfare? DMcC said that SF is currently developing a questionnaire, and she was chasing this. DP said a questionnaire was last circulated two or three years ago. AW wondered if this was a difficult question to ask staff - why would anyone tell their employer that they were struggling with their job? SP said that she knew she could approach DP with anything and get 100% support - something which had possibly been more tricky in the past. There had been a book in the staff room for

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comments, but it had fallen into disuse. SR concurred with this, and mentioned that she had at one time been tasked with bringing staff concerns to the governing body. DP said that when he started at this school he had had Governors, the Local Authority and other Headteachers watching his back and caring, and this was something which he tried to pass on to his staff, so they could concentrate on the children. DMCC said questionnaires tended to be looking for more systemic issues, and that these were difficult to identify in a small school. NH said that any welfare questionnaire should be anonymous, which was also impossible in a small school, and wondered if some form of peer arrangement would help - it may be helpful if a neutral group of people who understand the issues could meet to discuss them. LW said it was important to have support systems in place and TC commented that one of the reasons they weren't was because things were working well at the present. AW said that the current success is due to personalities and relationships, and that DP's peer-group relationships should be mirrored for the staff. DP felt there could be some merit in this, as there was already a good working arrangement between the small rural schools in the area, and that he would raise it with his peers for discussion.

ACTION:	DP to raise the question of staff peer groups between schools with his Headteacher colleagues	DP	
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4 STATUTORY RESPONSIBILITIES AND GOVERNING BODY MATTERS

4.1 STATUS OF GOVERNING BODY:

- 4.1.1 The formal nomination of Neil Hughes as Local Authority Governor had been received from the County Council by the Clerk shortly after the last board meeting. The Full Governing Body were very happy to endorse his formal appointment and welcomed him on board.
- 4.1.2 LW noted with great sadness that SR had submitted her resignation and said that she would be very much missed after her many years of faithful service. SR said she would miss her role too, but that as her daughter was moving to secondary school, she felt it was appropriate to resign. Her departure would, however, leave two important link roles vacant:
 - .1 **Governor Induction** : which involved issuing the Governor Induction Pack (available on the secure page of the website) to new and prospective Governors, and co-ordinating the governor training programme - largely a matter of filtering incoming messages and balancing what is needed. JW said he would be happy to take on this role with a handover from SR
 - .2 **Safeguarding**: SR said there is a Safeguarding Policy and good governor training available. In reality, if there is an issue, the Headteacher would contact the Link Governor and they would jointly take matters from there. JW said he would also be happy to look at this role from September, and would appreciate spending time with Jane Corrie, Deputy Safeguarding Lead in school and who is also a safeguarding governor at Shap school
- 4.1.3 **Terms of Reference**: LW said that a draft document had been prepared and was currently being amended prior to circulation with issues relating to e-mail ratification of documents and committee numbers.

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ACTION:	Clerk to circulate draft Terms of Reference for comment after further amendment and research	CR	
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4.1.4 **Committee membership and Link roles:** after discussion at various points through the meeting, it was agreed that:

- TC would join the Resources Committee
- JW would move to Pupil Progress
- AW would take on the Online Safety Link role
- JW would take on the Governor Induction Link role
- JW would also take on the Governor Training Link role
- NH, as Local Authority Governor, will attend the Trustees of the School meetings

NH asked if there was a peer group for Governors? DMcC mentioned that she was going to suggest that she and AW should meet other Governors concerned with Headteacher appraisal. DP said an external moderation at the review might be useful, and that the Headteacher of Patterdale was looking for a third school to be involved. Another possibility might be to use a retired Headteacher such as David Evans.

4.2 **GOVERNORS' RAPID ACTION PLAN:** an updated version had been circulated prior to the meeting, but no comments had been received.

4.3 **LINK GOVERNOR UPDATES:**

4.3.1 **Church:** no update in SF's absence

4.3.2 **Health and Safety:** DMcC reassured everyone that the end of the review was in sight, and that she was so very grateful for everyone putting up with her constant nagging and getting on with their actions. She said she was now turning to look at the way forwards, to avoid this situation ever recurring. Kym Allen had suggested a rolling programme with Health and Safety checks spread over the three terms. A lot of the programme would involve tick-box checks, and completion of an action form where something was found to be missing. LW thanked DMcC again for her enormous enthusiasm, persistence and sheer hard work in bringing this review to a successful conclusion.

DMcC said she would also shortly be doing a "whole school Health and Safety walk-about" - there should be one per year. Any other Governors were welcome to join her.

4.3.3 **Governor training and induction:** SR reported that the new Governors had had their induction training; that unfortunately the Chair's course had been cancelled, but a useful conference was coming up shortly; appraisal training had also been booked.

4.3.4 **Special Educational Needs and Disability:** no comment had been received from LL as she had intended to be at the meeting.

4.3.5 **Safeguarding:** SR said there had been no issues of relevance to the meeting. JW commented that he could not access Level 1 Safeguarding on line, and DP invited him to come into the school to complete the module. SR and AW said they had had the same problem, and AW recommended that DP should get in touch with the Local Authority and tell them it was a useless programme. SR asked if JW had been successful in accessing the Prevent training,

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and he confirmed that he had.

ACTIONS:	JW and AW to arrange to come into school to complete Safeguarding Level 1 on line	JW, AW	
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- 4.3.6 **Online Safety and Personal Social Health Education:** SP said that the Link Governor for this item really needed to be on the Pupil Progress Committee. Not only was this a standing item at that committee, but an Online Safety Group was needed in school, and this committee could take on that role. All staff had recently taken part in training from Kym Allen, which had resulted in a “to-do” list which was currently being addressed. AW said it made sense in the circumstances for him to become the Link Governor for Online Safety.

- 4.3.7 **Trustees of the School:** NH reported that he had attended his first Trustees Meeting.

- 4.3.8 **Equality:** LW said that the Equality Policy suggested that a Link Governor was needed but she felt that the need could be covered either by the Resources Committee itself or by the subject being a standing item on the committee’s agenda. NH queried whether it needed to be a named person, and the Clerk was asked to find out if other schools had a named Equality Officer.

ACTIONS:	Clerk to see if other schools had a named Equality Officer	CR	
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- 4.4 **GOVERNORS’ NEWSLETTER:** LW suggested that the Summer newsletter should be used to convey a positive statement from DMcC about the Health and Safety review, with further material from NMCC about Data Protection and Freedom of Information. It was also suggested that short introductions from the three new Governors could be included (which could also serve as their website “Meet the Governors” statements), and SR volunteered to write a short piece saying how sorry she was to be leaving. It was suggested that all these parts could be forward to the School Administrator (Pauline Cleasby) to be assembled into a newsletter.

ACTIONS:	LW to ask Pauline Cleasby if she would be willing to collate the newsletter	LW	
	DMcC to produce an item from herself and NMCC about their two special areas	DMcC	<i>Complete, 6/7/19</i>
	NH, TC and JW to produce short statements about themselves as new Governors (which would then be included on the website ‘meet the Governors’ section)	NH, TC, JW	
	SR to produce a short reflection on her years as a Governor	SR	
	MLR to send Spring 2019 newsletter to the Clerk for the website	MLR, CR	<i>Complete, 6/7/7</i>

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5 REVIEW OF MEETING

5.1 **MEETING REVIEW:** LW thanked everyone for their time and said that she felt that things were moving forward very positively (except for the role of Chair for the Resources Committee).

5.2 **ANY OTHER BUSINESS / ITEMS FOR AGENDA FOR NEXT MEETING:**

5.2.1 **Ofsted Training:** DP asked if half a day of training on Ofsted could be arranged for Governors and staff. If this training can be obtained, it would be extremely useful. DP took care to explain that this was not because he simply wished to be the Headteacher of an "Outstanding" school - his personal ambition was in fact to be the Headteacher of the best school anywhere, providing the best education in a safe environment with happy children! He did, however, feel that in the circumstances of a dwindling rural role, it would be advantageous to aim for "Outstanding" to help promote the school to more parents. This generated a lively discussion, and although it was recognised that parents' comments were actually more important than the Ofsted rating, it was recognised that it could do no harm to strive for the highest Ofsted rating the school could achieve.

5.2.2 **Informal Governors' get-together:** LW said that she felt it would be very useful, constructive and enjoyable for Governors to be able to get together in an informal setting to chat about the school's "vision and values" and that she would welcome suggestions for an appropriate occasion. SR suggested that a good opportunity for Governors to meet informally would be at the Friends' social gathering in the school grounds at 1700 hours on Frida, 5 July and urged Governors to attend.

5.3 **DATES OF NEXT MEETINGS:** the dates of the next meetings are to be canvassed by online poll.

ACTIONS:	Clerk to circulate polls for a range of dates and times for next year's meetings	CR	
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Comments received from:

LW: Various typographical errors and clarification/additions at 2.5.1.5.2 and 5.2.2. 1 July 2019 (Version 2)

DP: Various typographical errors (same ones as LW above! - hard to believe the Clerk thought she had proof-read the thing..) and amendments for clarification at 3.1, 3.6, 4.1.2.2, 4.3.5 and 5.2.1. 1 July 2019 (Version 3)

DMcC: I've no corrections. I have done my notes for the governor newsletter and I've done my maths visit if you want to put them as completed actions. I've also prompted Neil re GDPR. Thanks, Debbie. x 7 July 2019 (Version 4)